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TO : Director of Training
THROUGH: Deputy Director of Training

DATE: 17 September 1959

FROM : Registrar/TR

25 YEAR RE-REVIEW

25X1 SUBJECT: Weekly Activity Report No. 35
9 September - 15 September 1959

I. SIGNIFICANT ITEMS:

None

II. OTHER ITEMS:

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1. Mrs. [] has voiced objections to simplifying our green sheet to three copies and began her protest by withholding the locator and control copy to be retained by us. She was somewhat insistent that a fourth copy is needed, unless present DD/P procedures are changed. [] is reluctantly agreeable to authorizing the addition when a next printing is run but only if a DD/P official requests it in writing. Meanwhile non-DD/P Offices have easily adjusted to the change and our staff is working with both old and new versions.

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2. [] have done a tremendous job of coordinating all the demands for classroom space and we are about to release to all hands a three page schedule of room assignments and a supplement on JOT seminars. The schedule integrates all information currently available to us on requests for these facilities through the calendar year. LAS arrangements are omitted.

3. It was heartening to have 27 of the 29 candidates for OFC show up at the scheduled briefing on 16 September. Usually arrangements have to be made to give special briefings to a much larger proportion.

4. We have completed the arrangements for the following to begin full time language training at the Foreign Service Institute during September:

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In addition, three employees have been enrolled in a full time [] program sponsored by the Air Force at Georgetown University beginning 5 October 1959. The arrangements for two were made with the Air Force and the third was enrolled by himself with the University []

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5. The Agency was permitted two spaces in the local program "Electronic Data Processing Appreciation Program for Executives", scheduled to be held the latter part of October.

6. On Friday, 10 September, we published an announcement on the ELINT course to TO's of the DD/P only. Information copies were sent to the Chiefs of Schools and Staffs of OTR.

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In conjunction with the recent Bulletin announcements [] inquired of [] about the OPM course and commented that the people in EE are extremely interested. He plans to talk with C/OS in terms of conducting the course at headquarters. He is aware of the advantages of this instruction at the Base but thinks that more EE people could have the benefit of the course if conducted at headquarters.

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7. In response to the direction to follow up [] memo to the DTR about [] CIA Review, [] discussed it with Paul. He was not ready to put any write-up in the current Bulletin but will do so later. She is to call him at the time of the next deadline for Support Bulletin material for OTR for which he will prepare an article. [] suggested that perhaps his entire endeavor become the subject for an OTR Bulletin item, next issue. This will be discussed also at copy-time.

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8. At [] request, I have sent him an informal revision to [] which would eliminate 5% reporting but would keep the other parts of the regulation effective.

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9. The Code Book corresponding to the IBM run of OTR Training Records has been released to all Agency Training Officers.

10. [] selected me for a spot in the Security film after a voice test. To be the father of a 26 year old son requires no departure from real life, but I'll have some learning to do to carry out the other requirements of the assigned role. Next week is on location, so [] will take over.

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11. During the week 9 September - 15 September 1959, there were 767 persons enrolled in OTR conducted training:

32 enrolled in 6 classes (6 languages) internal

*class size
average 8: 2 →* 410 enrolled in 50 classes (9 languages) voluntary
highest ever

107 enrolled in 6 Intelligence School courses

91 enrolled in 4 Operations School courses

35 enrolled in 1 SIC course

19 enrolled in 2 area courses

62 Junior Officer Trainees

7 from other Government agencies

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4 Dependents

